



REPORT TO THE HOUSING AUTHORITY OF THE CITY OF SAN DIEGO

DATE ISSUED: March 10, 2022

REPORT NO: HAR22-009

ATTENTION: Chair and Members of the Housing Authority of the City of San Diego
For the Agenda of April 12, 2022

SUBJECT: Amendment to the San Diego Housing Commission's Agreement for Property Management Services with Hyder & Company, dba Hyder Property Management Professionals for Valley Vista Apartments

COUNCIL DISTRICTS: 3 and 7

REQUESTED ACTION

Authorize an amendment to the San Diego Housing Commission's (Housing Commission) agreement with Hyder & Company, dba Hyder Property Management Professionals to provide property management services at Valley Vista Apartments, 1865 Hotel Circle South, San Diego, California 92108, by extending the current term of the agreement for an additional eight-month period from April 16, 2022, through December 31, 2022, and increasing the maximum compensation for the amended term of the agreement in the amount of \$554,100 for a maximum total amount of \$804,100 with a one-year renewal option at the Housing Commission's sole discretion.

STAFF RECOMMENDATION

That the Housing Authority of the City of San Diego (Housing Authority) take the following actions:

- 1) Authorize an amendment to the San Diego Housing Commission's (Housing Commission) agreement with Hyder & Company, dba Hyder Property Management Professionals (Hyder), to provide property management services at Valley Vista Apartments, 1865 Hotel Circle South, San Diego, California 92108, by extending the term of the agreement for an eight-month period of April 16, 2022, through December 31, 2022, and increasing the maximum compensation for the amended term of the agreement in the amount of \$554,100 for a maximum total amount of \$804,100 with a one-year renewal option to be exercised at the Housing Commission's sole discretion.
- 2) Authorize the President & Chief Executive Officer (President & CEO), or designee, to substitute the funding sources with other available funding sources, provided the total program/project budget amount after substitution does not exceed the approved total budget, and to increase compensation by not more than 10 percent of the total agreement amount, if necessary, should the operational need arise, without further action by the Housing Commission Board and Housing Authority. Housing Commission staff will notify the Housing Authority and the San Diego City Attorney's Office about any subsequent amendments or modifications to the Program and other required documents, including amendments to any documents.

- 3) Authorize the President & CEO, or designee, to execute all documents and instruments that are necessary and/or appropriate to implement these approvals in a form approved by General Counsel, and take such actions as are necessary and/or appropriate to implement these approvals, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner in advance of approval for the designee to sign. Housing Commission staff will notify the Housing Authority and the San Diego City Attorney's Office about any subsequent amendments or modifications to the Program and other required documents, including amendments to any documents.

SUMMARY

On November 25, 2020, the Housing Commission acquired the property now operated as Valley Vista Apartments, which consists of 190 affordable rental housing units with supportive services for people who previously experienced homelessness and two managers' units. The property is in the Hotel Circle neighborhood of Central San Diego. The original model for the delivery of supportive services and the provision of property management functions was unique in that the selected service provider for the property entered into a contract with the Housing Commission as the prime contractor and then subcontracted the property management functions to a qualified third-party agency.

Concurrent with the acquisition process, the Housing Commission contracted with People Assisting the Homeless (PATH) via a Request for Qualifications solicitation, published on May 4, 2020, to provide permanent housing with supportive services from October 14, 2020, through October 13, 2021. PATH subcontracted with The John Stewart Company to provide the property management services for the duration of the contract. The contract did not include any options for renewal, as the funding for the services component of this service-delivery model was available only for one year, creating the need to explore other funding options beyond the initial contract's time of performance. Initial services were funded with a combination of the State's Homeless Emergency Aid Program funds (via a grant from the Regional Task Force on Homelessness) and City General Funds, but such funds were only available for these purposes during the first-year contract's time of performance. In future years, operating income from the property would continue to be utilized to fund the property management functions at Valley Vista Apartments. The agreement with PATH was extended through December 31, 2021, to maintain property operations (property management and service provider) until new contract awards were executed.

On March 28, 2021, the Housing Commission entered into a Memorandum of Agreement with the County of San Diego's Department of Health and Human Services Agency (County) to publish a joint Request for Proposals (RFP) to procure a new service provider and property management agency for Valley Vista Apartments. Using County funds for the supportive services at the property, the selected service provider would enter into an agreement with the County to deliver supportive services and case management at Valley Vista Apartments. In conjunction, a new property management agency would be selected via the same process to enter into a contract with the Housing Commission to provide property management services funded by the operating income of the property. Due to the utilization of funding provided by the County, which does not support property management functions, the model used to operate the property and provide services returned to a conventional structure. The RFP was published on May 21, 2021, on the Housing Commission's PlanetBids site, which redirected interested parties to the County of San Diego's BuyNet platform.

At the closing date of the RFP on June 24, 2021, Hyder was the sole respondent to the RFP for property management services.

An evaluation panel that included representatives from the Housing Commission and the County subsequently met to evaluate and rank the response based on selection criteria and a point system listed in the RFP.

An agreement between the Housing Commission and Hyder for property management services at Valley Vista was executed under the President & CEO's authority for the initial term of January 1, 2022 through March 31, 2022. The agreement was subsequently extended for an additional 15-day period through April 15, 2022 (time-only). The initial contract was for an amount not to exceed \$250,000 based on the anticipated costs related to the property management fee, staff salary and benefits, software, bookkeeping, banking and training reimbursable amounts for the three-month contract term.

Hyder was rated as a qualified and responsive respondent to the RFP. Hyder provided an advantageous proposal because of its personnel qualifications and experience managing affordable housing developments. Hyder is also the current provider of property management services at Kearny Vista Apartments and has provided said services since the Housing Commission's acquisition of that property, which also occurred November 25, 2020.

The compensation in the agreement includes an amount not to exceed \$60 per unit per month for management fees. The proposed contract extension is for the time period of, from April 16, 2022, through December 31, 2022, with the Housing Commission's option to renew for one one-year term. If the proposed amendment to the agreement is approved, the amended agreement will be effective on or about April 16, 2022.

For the supportive services for residents, at the closing date of the RFP on June 24, 2021, there were two responses to the RFP for resident services. An evaluation panel that included representatives from the Housing Commission and the County subsequently met to evaluate and rank the responses based on selection criteria and a point systems listed in the RFP. People Assisting the Homeless (PATH) was rated as a qualified and responsive respondent to the RFP. PATH entered into a contract with the County of San Diego's Behavioral Services department, effective January 1, 2022, for the supportive services for Valley Vista Apartments.

On March 4, 2022, the Housing Commission Board of Commissioners voted 4-0 to approve the staff-recommended actions in this report. On March 8, 2022, City Councilmember Chris Cate requested that the staff-recommended actions be presented to the Housing Authority for consideration.

SITE DESCRIPTION

The Valley Vista Apartments property is a 192-unit building located on a 5.06-acre site at 1865 Hotel Circle South in the Hotel Circle Neighborhood of Central San Diego.

The property was built in 2003. The site consists of one building with 156 one-bedroom/one-bath, 20 two-bedroom/one-bath, and 16 two-bedroom/two-bath units. Of the 36 two-bedroom units, two are utilized as managers' units. All units have kitchenettes.

HOUSING AFFORDABILITY

The Housing Commission has provided 190 federal Project-Based Housing Vouchers that help pay the rent for the 190 resident households that previously experienced homelessness. The property has the capacity to provide housing for a minimum of 224 individuals because 34 of the 190 available non-managers' units are

two-bedroom units.

EQUAL OPPORTUNITY CONTRACTING (EOC) AND EQUITY ASSURANCE

Hyder & Company, dba Hyder Property Management Professionals is a local company. They have submitted the required EOC forms and Workforce Report.

FISCAL CONSIDERATIONS

The funding sources and uses proposed for approval by this action are included in the Fiscal Year 2022 (FY 2022) Budget approved by the Housing Authority. FY 2022 funding sources and uses are as follows.

FY 2022 Funding Sources:

Rental Income	\$ 388,876
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FY 2022 Funding Uses:

Property Expenses	\$ 388,876
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Approval of sources and uses related to future years will be included in the Housing Commission budget proposed for approval by the Housing Authority for that fiscal year.

ENVIRONMENTAL REVIEW

The proposed amendments to the Property Management Services Agreement with Hyder & Company, dba Hyder Property Management Professionals, for Valley Vista Apartments is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities), which allows the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The exceptions listed in CEQA Section 15300.2 would not apply in that no cumulative impacts were identified; no significant effects on the environment were identified; the project is not adjacent to a scenic highway; no historical resources would be affected by the action; and the project was not identified on a list of hazardous waste sites pursuant to Section 65962.5 of the Government Code. Processing under the National Environmental Policy Act (NEPA) is not required as no federal funds are involved in this action.

Respectfully submitted,



Emmanuel Arellano
Vice President of Asset Management
Real Estate Division

Approved by,



Jeff Davis
Deputy Chief Executive Officer
San Diego Housing Commission

Docket materials are available in the "Governance & Legislative Affairs" section of the San Diego Housing Commission website at www.sdhc.org

**FIRST AMENDMENT TO
AGREEMENT FOR
PROPERTY MANAGEMENT SERVICES AT VALLEY VISTA
WITH
HYDER & COMPANY DBA HYDER PROPERTY MANAGEMENT PROFESSIONALS
AGREEMENT NO. PM-22-30**

WHEREAS, the San Diego Housing Commission (“Commission”) and Hyder & Company (“Contractor”) entered into that certain Agreement for Property Management Services at Valley Vista Apartments (“Agreement”), dated December 29, 2021, effective January 1, 2022 through March 31, 2022.

WHEREAS, the President and Chief Executive Officer of the Commission, or his or her designee, desires to amend the Agreement to extend the initial term to one full year in lieu of exercising the 9 month option and to amend Section 104(b) to increase compensation by \$554,100 in order to provide a continuation of services under the Agreement’s original scope of services. The parties also desire to amend language in Contract Attachment No. 2 Specifications/Scope of Services, and to amend Contract Attachment No. 3 Compensation Schedule, Exhibit 1.

WHEREAS, the parties desire to amend the Agreement to reflect Contractor’s fictitious business name Hyder Property Management Professionals.

NOW THEREFORE, the parties hereby agree as follows:

1. Amended Initial Term of Agreement. The Commission desires to extend the initial term of the Agreement to run from January 1, 2022 through December 31, 2022. This extension of the initial term of the Agreement shall be in lieu of the 9 month option set forth in the Agreement. The Commission may, at its election, extend the Agreement’s term for one (1) additional one (1) year term by giving written notice as set forth in Section 103(b) of the Agreement.
2. Hyder Property Management Professionals. All references to Hyder & Company shall also include Contractor’s fictitious business name Hyder Property Management Professionals.
3. Section 104(b) “Maximum Compensation”. Section 104(b) “Maximum Compensation” of the Agreement is hereby amended to increase the total maximum compensation from Two Hundred Fifty Thousand and No/100 Dollars (\$250,000.00) to Eight Hundred Four Thousand One Hundred and No/100 DOLLARS (\$804,100.00). All other portions of Section 104(b) shall remain unchanged and in full force and effect.
4. Contract Attachment No. 2 “Specifications/Scope of Services.” Contract Attachment No. 2 “Specifications Scope of Services” Section 7(a) General Operating Account is hereby amended and restated in its entirety.

a. General Operating Account. Contractor will establish, subject to Commission approval, a segregated bank account for the purposes of maintaining funds available for Contractor's payment of supplies, equipment and services associated with maintaining and repairing the Property. Contractor shall utilize funds held in the Operating Account subject to Commission's approved operating budget. Contractor shall make all disbursements promptly when due and payable. In the event that the balance in the Operating Expense Account is at any time insufficient to pay disbursements due and payable under the approved budget, Contractor will promptly inform Commission of such, and Commission may then remit to Contractor sufficient funds to cover the deficiency. In no event will Contractor be required to use its own funds to pay such disbursements.

Contractor shall promptly notify the Commission in writing of an increase for any particular item included in the operating budget or any property expense that shall impact the total operating expense for the property. Contractor shall obtain prior written approval from the Commission for any expenditures exceeding the approved operating budget by \$2000 or more, except for emergency repairs involving manifest danger to person or property, or required to avoid imminent suspension of any necessary service to the Property.

5. Contract Attachment No. 3 "Compensation Schedule." Contract Attachment No. 3 "Compensation Schedule" is hereby amended and restated in its entirety as attached to this First Amendment as Exhibit A.

6. No Novation. The parties hereto acknowledge and agree that except for the changes set forth herein to exercise the First Amendment, all of the terms and provisions of the Agreement are hereby acknowledged by the parties to be valid and are hereby recognized, renewed, extended and continued in full force and effect.

7. Counterparts. The First Amendment may be executed in any number of counterparts and, as so executed, the counterparts shall constitute one and the same agreement. The parties agree that each such counterpart is an original and shall be binding upon all the parties, even though all of the parties are not signatories to the same counterpart.

IN WITNESS WHEREOF, the parties have caused this FIRST AMENDMENT to be executed this _____ day of April, 2022.

CONTRACTOR:

Hyder & Company DBA Hyder Property Management Professionals

By: _____
Kyle Beach
Vice President

Date: _____

COMMISSION:

San Diego Housing Commission

By: _____

Emily Jacobs
Executive Vice President
Real Estate

Date: _____

By: _____

Emmanuel Arellano
Vice President
Asset Management

Date: _____

By: _____

Debra Fischle-Faulk
Sr. Vice President
Compliance & Equity Assurance

Date: _____

Approved as to Form:
Christensen & Spath LLP

By: _____
Charles B. Christensen
General Counsel
San Diego Housing Commission
Date: _____

EXHIBIT A

CONTRACT ATTACHMENT NO. 3 COMPENSATION SCHEDULE

Contractor shall invoice the Commission on a monthly basis, including verification of expenses and shall provide a monthly status report, receipt of which shall be a prerequisite for payment.

1. Contractor's compensation shall be structured as follows:
 - a. Management Fee – per unit per month, which shall not exceed \$60 during each term of the Agreement. That management fee includes the services set forth on page 5 of the Contractor's Response to the RFP for management services and include the following:
 - i. Maintenance Supervision
 - Soliciting bids in when required
 - Scheduling, supervision and inspection of the project
 - Work Order [contract on Commission form] processing and tracking
 - Preparing maintenance and operation forecasts
 - Status reports
 - ii. Financial Management
 - Budget Preparation
2. Services not covered by the fee include the following:
 - a. Reimbursement for employee costs including payroll, benefits, taxes and any related employee insurance;
 - b. Operating expenses directly related to the Property;
 - c. Maintenance and repair supplies and contracts related directly to the Property;
 - d. On-site telephone and computer costs including software and hardware maintenance costs and office supplies directly related to the Property
 - e. Annual audit and other owner reports not required by this Agreement
 - f. Property Utilities
 - g. On-site computer costs and processing
 - h. Check Scanner at Property, at the rate of \$50.00 per month
 - i. Fidelity, E & O, Tenant Discrimination, and E.P.L.I. at \$315.00 per employee per year
3. All items not included within the Property Management Fee shall be paid out of the Operating Account, but in no event at prices higher per year than as set forth within the FY2022 and FY2023 Budget Analysis attached hereto as Exhibit 1, but only after approval of each line item by the Commission in writing. Any reimbursable expenses, in excess of those set forth within the approved budget, may not be incurred nor paid, unless and until approved in writing by the Commission.

The total monthly compensation paid to Contractor inclusive of the management fee and reimbursables shall not exceed the following:

	FY22 Budget (Prorated Jan-June) <u>6 months</u>	FY23 Budget* 6 Month July - Dec
Total Staffing PM Co	302,440	338,819
Total Management Fee	80,640	69,120
Total Software	3,360	4,250
Banking Fees	300	900
PM Co - Training and Travel	2,135	2,135
	388,875	415,224

EXHIBIT 1

Valley Vista

		FY22 Budget (Prorated Jan-June) <u>6 months</u>	FY23 Budget* 6 Month July - Dec
SOURCES			
Net Rental Income			
7030.10	Gross Pot Rent - Dwelling	1,990,245.00	995,122.50
7030.15	Gain/Loss to Lease	0.00	0.00
7030.20	Less: Vacancies - Dwelling	-99,512.25	-49,756.13
Net Rental Income		1,890,732.75	945,366.38
Other Tenant Revenue			
7040.10	Late Charges	0.00	0.00
7040.28	Laundry Income	0.00	0.00
7040.30	Other Tenant Charges	0.00	0.00
Total Other Tenant Revenue		0.00	0.00
7201.10	Int on Invest - Unrestricted	0.00	0.00
7210.2	Int on Invest - Restricted	0.00	0.00
TOTAL REVENUE		1,890,732.75	945,366.38
Operating Reserve		250,000.00	125,000.00
TOTAL SOURCES		2,140,732.75	1,070,366.38
OPERATING EXPENSES			
Staffing PM Co			
9192.05	PM Co - Salary and Benefits	302,440.08	151,220.04
Total Staffing PM Co		302,440.08	151,220.04
Administrative Expenses			
Management Fee			
9192.15	PM Co - Management Fee	69,120.00	34,560.00
9130.15	Bookkeeping Fee	11,520.00	5,760.00
Total Management Fee		80,640.00	40,320.00
Software			
9625.1	Expend Comp Equip and Software	3,360.00	1,680.00
9204.15	Software Licenses & Support	0.00	0.00

	Total Software	3,360.00	1,680.00
	Other Admin		
9140.10	Advertising	0.00	0.00
9162.1	Office Equipment Rental	2,016.00	1,008.00
9162.20	Office Supplies	5,280.00	2,640.00
9164.10	Postage and Delivery	0.00	0.00
9166.10	Telephone and Internet	30,130.00	15,065.00
9170.10	Legal - Consultation	1,200.00	600.00
9198.05	Credit Checks	0.00	0.00
9200.05	Banking Fees	300.00	150.00
9219.45	Uniform Purchase	360.00	180.00
9219.20	Janitorial Supplies	3,100.00	1,550.00
9192.10	PM Co - Training and Travel	2,135.00	1,067.50
	Total Other Admin	44,521.00	22,260.50
9190.25	Prof Consultants	5,000.00	2,500.00
	Total Administrative Expenses	133,521.00	66,760.50
	Resident Services		
9242.3	Resident Transportation	15,000.00	7,500.00
9242.5	Resident Internet and Cable	10,476.00	5,238.00
	Total Resident Services	25,476.00	12,738.00
	Security		
9520.10	Protective Contract	223,142.50	111,571.25
	Total Security	223,142.50	111,571.25
	Maintenance		
9430.10	Trash Removal Contract	6,797.00	3,398.50
9430.20	HVAC Repairs	5,250.00	2,625.00
9430.21	HVAC Replacement	5,003.00	2,501.50
9430.40	Elevator Maintenance Contracts	11,500.00	5,750.00
9430.61	Carpet Replacement	10,382.00	5,191.00
9430.64	Door Repair	0.00	0.00
9430.65	Locksmith & Key Charges	0.00	0.00
9430.70	Electrical Repair Contract	15,082.55	7,541.28
9430.80	Plumbing Repair Contract	6,175.00	3,087.50
9431.00	Janitorial Service Contract (Offices)	0.00	0.00
9431.27	Interior Repairs	0.00	0.00
9431.35	Fire Extinguish/Smoke Alarms	6,900.00	3,450.00
9431.50	Other Ordinary Maintenance	43,729.50	21,864.75
9431.7	Repair and Maint. - Facility	1,200.00	600.00
9432.15	Site Cleaning	0.00	0.00
	Vector Control	0	
9430.90	Vector Control Non-Contract	36,491.50	18,245.75
9430.95	Vector Control Contract	4,800.00	2,400.00

	Total Vector Control	41,291.50	20,645.75
	Landscaping		
9430.50	Landscaping Contract	24,837.00	12,418.50
	Total Landscaping	24,837.00	12,418.50
	Appliances		
9431.10	Appliance Repairs	0.00	0.00
9431.11	Appliance Replacement	6,816.00	3,408.00
	Total Appliances	6,816.00	3,408.00
	Maintenance Materials and Supplies		
9420.10	Maint Materials	10,877.00	5,438.50
9420.15	Paint and Painting Supplies	1,200.00	600.00
	Total Maintenance Materials and Supplies	12,077.00	6,038.50
	Total Maintenance	197,040.55	98,520.28
	Extraordinary Maint - Net of Ins Prcds		
7157.10	Insurance Proceeds	0.00	0.00
9710.20	Extraord Maint - Contracts	0.00	0.00
9432.9	Remediation Contingency	25,530.00	12,765.00
	Total Extraordinary Maint - Net of Ins Prcds	25,530.00	12,765.00
	Utilities		
	Gas and Electric		
9320.00	Electric Utilities	154,750.00	77,375.00
9330.00	Gas Utilities	17,218.50	8,609.25
	Total Gas and Electric	171,968.50	85,984.25
	Water and Sewer		
9360.00	Sewer Utilities	0.00	0.00
9310.00	Water Utilities	60,530.00	30,265.00
	Total Water and Sewer	60,530.00	30,265.00
	Total Utilities	232,498.50	116,249.25
	Taxes and Insurance		
	Insurance		
9611.00	Property Insurance	47,390.84	23,695.42
9612.00	Liability Insurance	216.00	108.00
9613.10	Crime and Honesty Insurance	0.00	0.00
9613.20	Earthquake Insurance	0.00	0.00
9613.45	Mold and Fungi Insurance	0.00	0.00
9613.50	Non-reimbursable Claims	0.00	0.00
9613.65	Terrorism Insurance	0.00	0.00
9614.05	Boiler and Machinery Insurance	0.00	0.00
	Total Insurance	47,606.84	23,803.42
	Taxes and Fees		
9630.10	Property Taxes and Assessments	1,440.00	720.00
	Total Taxes and Fees	1,440.00	720.00

	Total Taxes and Insurance	49,046.84	24,523.42
	Bad Debt		
9640.10	Bad Debt - Tenant Rent (residential)	0.00	0.00
	Total Bad Debt	0.00	0.00
	TOTAL OPERATING EXPENSES	1,188,695.47	594,347.74

* This Agreement may be amended upon the approval of funds for FY2023 by the Housing Commission Board and or the Housing Authority of the City of San Diego

HOUSING AUTHORITY OF
THE CITY OF SAN DIEGO

RESOLUTION NUMBER HA-_____

DATE OF FINAL PASSAGE _____

A RESOLUTION OF THE HOUSING AUTHORITY OF THE
CITY OF SAN DIEGO AUTHORIZING AN AMENDMENT TO
THE SAN DIEGO HOUSING COMMISSION'S AGREEMENT
WITH HYDER & COMPANY FOR PROPERTY MANAGEMENT
SERVICES AT VALLEY VISTA APARTMENTS, 1865 HOTEL
CIRCLE SOUTH, SAN DIEGO, CALIFORNIA, 92108.

WHEREAS, on November 25, 2020, the San Diego Housing Commission (Housing Commission) acquired the property now known as Valley Vista Apartments located 1865 Hotel Circle South, San Diego, California, 92108 (Property); and

WHEREAS, the Property consists of 190 affordable rental housing units with supportive services for people who previously experienced homelessness and two managers' units; and

WHEREAS, the County of San Diego (County) and the Housing Commission entered into a Memorandum of Agreement to procure supportive services and property management at the Property pursuant to which the County would fund supportive services and case management and the Housing Commission would fund property management services from operating income generated by the Property; and

WHEREAS, on May 21, 2021, the County and the Housing Commission issued a joint Request for Proposals for a service provider and property management contractor for the Property and Hyder & Company doing business as Hyder Property Management Professionals (Hyder) was the sole respondent for property management services; and

WHEREAS, the Housing Commission entered into an “Agreement for Property Management Services at Valley Vista with Hyder & Company” (Agreement) for an initial term of January 1, 2022 through March 31, 2022; and

WHEREAS, the Housing Commission extended the Agreement for an additional 15-day period through April 15, 2022; and

WHEREAS, on March 4, 2022, the Housing Commission Board of Commissioners approved amendments to the Agreement to further extend the term of the Agreement for an eight-month period through December 31, 2022, to add a one-year option to renew the Agreement, and to increase the compensation for the amended term in the amount of \$554,100; and

WHEREAS, Housing Commission staff determined the approval of the amendment (Project) is categorically exempt from the California Environmental Quality Act (CEQA) (Public Resources Code section 21000 et seq.), pursuant to CEQA Guidelines section 15301 (Existing Facilities), and that no exception to the exemption, as set forth in CEQA Guidelines section 15300.2, applies to the Project and processing under the National Environmental Policy Act (NEPA) is not required as no federal funds are involved in this action; and

WHEREAS, on March 8, 2022, City Councilmember Chris Cate’s Office sent a written request to the Housing Commission staff for the Housing Authority to review and discuss the proposed amendment to the Agreement; NOW, THEREFORE,

BE IT RESOLVED, by the Housing Authority of the City of San Diego, as follows:

1. The President and Chief Executive Officer (President), or designee, is authorized to execute an amendment to the San Diego Housing Commission's Agreement for Property Management Services at Valley Vista with Hyder & Company (Agreement) extending the term of the Agreement for an eight-month period through December 31 2022, adding a one-year option to renew, and increasing the maximum compensation for the amended term of the Agreement in the amount of \$554,100 for a maximum total amount of \$804,100.

2. The President, or designee, is authorized to substitute funding sources with other available funding sources, provided the total project budget amount after substitution does not exceed the approved total budget, and to increase compensation by not more than ten percent of the total agreement amount, if necessary, should operational need arise without further action by the Housing Commission Board or the Housing Authority, but only if and to the extent that funds are determined to be available for such purposes and upon the advice of Housing Commission General Counsel.

3. The President, or designee, is authorized to execute any documents and instruments that are necessary and appropriate to implement this Resolution, in a form approved by Housing Commission General Counsel, and to take such actions necessary and appropriate to implement these approvals without further action of the Housing Commission Board or the Housing Authority, provided that a copy of the documents, signed as to form by General Counsel, are submitted to each Housing Commissioner in advance of approval for the President or designee to sign.

4. The Housing Commission staff will notify the Housing Authority and the San Diego City Attorney's Office about any subsequent amendments or modifications to the Program and other required documents, including amendments to any documents.

APPROVED: MARA W. ELLIOTT, General Counsel

By _____
Heather M. Ferbert
Chief Deputy City Attorney

HMF:sc
03/24/2022
Or.Dept: SDHC
Doc. No. 2924595



The City of San Diego
Item Approvals

Item Subject: Amendment to the San Diego Housing Commission's Agreement for Property Management Services with Hyder & Company, dba Hyder Property Management Professionals, for Valley Vista Apartments.

Contributing Department	Approval Date
DOCKET OFFICE	03/15/2022
ENVIRONMENTAL ANALYSIS	03/16/2022

Approving Authority	Approver	Approval Date
HOUSING COMMISSION FINAL DEPARTMENT APPROVER	MARSHALL, SCOTT	03/14/2022
EXECUTIVE VICE PRESIDENT	DAVIS, JEFF	03/17/2022
CITY ATTORNEY	FERBERT, HEATHER	03/25/2022